[ EXECUTIVE COMMITTEE MINUTES ]

Date: Sunday, October 29th, 2017
Time: 10:00-11:00 pm
Location: Google Hangouts

I. Attendance

Present:
Antony Tsui – President
Jennifer Cheng – VP Academic
Michelle Tse – VP Administration
Miguel Oreta – VP Communications
Cathy Jiang – VP External
Ryan Lou – VP Finance
Julia Wu – VP Internal

Regrets:
Gurshabad Singhera – VP Student Life
Sarah Park – Science Student Senator
Urim Lim – Executive Assistant to the President

II. Call to Order

The meeting was called to order at 10:08PM.

III. Approval of Minutes

MOVED BY Ryan, SECONDED BY Jennifer.
“BE IT RESOLVED THAT the following meeting minutes be adopted as presented:
XM 2017 09 19
XM 2017 10 09”

...MOTION PASSES.
Abstentions: Michelle

IV. Amendments to the Agenda

V. Adoption of the Agenda

MOVED BY Miguel, SECONDED BY Cathy.
“BE IT RESOLVED THAT the agenda be adopted as presented.”

...MOTION PASSES UNANIMOUSLY.

1. Community Agreement Refresher
   - All execs to be there- keep pushing back till later?
   - About building regulations stuff - to be accountable
   - Response rate- remembering what we agreed to, etc. (time)
     - 48 hours: but something’s are urgent and sensitive
     - Reminder for everyone right now, not that there’s a problem
   - Antony: emails 2-3 business days (UBC)
     - Slack directly message: might use FB instead to show that it’s urgent
       - Ok if it’s a quick answer
       - Urgent: use whatever means possible
     - Julia: try to check our messages as often as possible, etc.
       - Longer thought out answers- give people time
   - Will revisit again since next one is an in person meeting

2. Abdul Ladha SSC - Study Space and Door 211 (South Entrance)
   - Don’t post hours
     - Not going to really work since students won’t really work
     - brings the wrong impression- not a library, but a student building
     - How feasible to rebrand as a group study space?
     - 2nd and 3rd floor: talk louder if they wanted to
     - 1st floor: don’t talk as much - group tables should be there, but shouldn’t be koerner library “quiet”
       - Shouldn’t talk as loud as we want, but can’t shush at front door because awkward space to change in volume right away
     - Miguel: could bring back the group tables, it might be better
     - Jennifer: too much of a hassle?
     - Antony: tables are there already
       - Name: quiet became silent, but if you call it study space- place to do work.
     - Jennifer: cubicles are a good idea to use, but should be all about advertisement and how we use it
   - South entrance- reduce hours to 8am to 6pm
     - yes

3. SUS Flu Shot Clinic Debrief
   - Recap: contacting clinic- made sure that flu shot- publicly funded vaccines
     - 8:30AM-from a FB msg: health authorities: any flu shot leave clinic (externally)
       need to be billed to insurance companies
     - Contacted Alim- shutdown event b/c no point to offer billed when it could be publically funded
- Pharmacists: no one can do this except UBC pharmacy anymore?
  - Included this problem in transition report already
- Last year: loblaw's public health initiative- own funds to pay for it themselves
  - Shoppers: mandate to publically get as many people vaccinated
    - Were they shady
    - Found out next day that this was not the case
- AMS: Alan not upset with us, future: most constituencies- have to go through ubc pharmacy or through UBC pay instead
  - Go with loblaw's again next year? But need to be through public health initiative expense
- Erin: pharmacy- shouldn't be taking UBC student numbers unless they bill us
- Alim: anyone dealing with AMS insurance- go through AMS first
- 1st day: publically dealing with AMS insurance- go through AMS first
  - Send us vaccine info later for people who came on the first day

4. External Collaborations
   a. Wize
      - Currently in BYC partnership- him and partner: new teaching services
        - Want to partner with them as well
        - Contract: doesn't seem like we would gain anything better with BYC
        - Mostly no, unless any execs have anything in favor for them
        - Ryan: As long as it doesn't affect our current sponsorship- then it's fine
        - Cathy: doesn't think so, would be giving us course vouchers- want social media
        - Already agreed 2x / semester for Princeton review and BYC- would be too much
          - Already getting cheques from BYC, so would be only gaining free vouchers from this...
      - No.
   b. iKonnect
      - Jennifer: same day as conference
      - Antony: unless you want them to be apart of it?
        - Speakers that they recruit could be apart of OUR conference?
      - Other aspects: group of students that get together annually to host their conference
        - Not recognize AMS, and SUS.
      - Cathy: adstudents email (bcc them in the email) - they are in the loop for the rationale
        - Don't try to use them again
        - Send a separate email to associate dean? Let them know this is happening again
        - Forward emails to Cathy about discussion with dean
        - If they want MOU with sus: then no, if they want more attendance from science week: no
- Grants - SUS club?
  - Ryan: could be special projects, but don’t qualify b/c it’s an event that’s happened before.

5. Round table updates (15 mins)
   ● President:
     - Orientations steering committee: Science - well respected, best ideas
       - Deans were at attendance, 2 faculty members, Pres was there
         - Good numbers from past year (attendance from last year)
         - 2018 orientations: expanded- no difference between domestic vs international
           - Commuter vs residence instead
           - 5 day orientation vs 7 day orientation
         - 2019: grow more- more students, collegia: 4 or 5 more built
           - Webview expansion: all orientations listed online (UBC)
           - Orientations: part of residence contract

This year: collegia- had no fee (pilot project)
- Erin Green meeting: SUS facebook group (previous execs)- compile msgs, videos
  - Pictures with Dr. Paul Harrison
    - May be go away party, scrapbook, if you can help antony, let him know
  - Combined ubc recognition sus club awards dinner possible
  - Onboarding SUS execs- wants this standardized
    - Problems put on google drive- so that it can help her in the future
  - Reddit: don’t want to engage with feedback on there
- Managing director of AMS + alan:
  - Flu shots- discussed
  - Waiver- Science RXN- AMS lawyers will look at that
  - Alan: Didn’t think we need to pay for some of these things
    - Important note: constituency aid fund- we should apply since no one really applies to help support us
  - Waivers: work together to create a better waiver for constituencies-more people protected
    - Don’t get sued etc
    - Damage, stolen
- President’s council: work to bring together group- science RXN won’t compete with homecoming in the future
  - Constituencies matrix and reportings? Oct and march- updated budget, events, possible contracts to be signed
    - Attendees, budgets, etc.
    - They know what’s up that way
  - Showpass: CUS complaining that it’s not very user friendly (due to conferences)
- Gurs, Ryan, Miguel- AMS working with showpass to download data
- Ryan: fees are a little high, Antony: collect showpass feedback
- **Note to Gurs:** print showpass tickets for free at AMS student life and sustainability centre
- Transition report: important event (well/not)- document it quickly so that you don’t have to forget in March.
- Quick check-in’s with Miguel and Michelle this past week; will find the rest of the sus execs this past week
- Faculty of Science Meeting- wed 2:30-4pm, can anyone go?
  - Will ask Urim, otherwise Michelle can go
  - Past 2-3 accomplishments that we have
    - Miguel: do we add extra info to elaborate?
    - Antony: try to add details to note
    - If you have nothing: just let Antony know
- Ad Hoc committee: for SUS speaker

**Vice President, External:**
- Wize- going to send email
- iKonnect: email
- Careers: working on Alumni Speaker series- Nov 21& 28th
  - Aly Ladha- reached out to Antony, jenn, and cathy
    - Importance of start up
    - Interest in being a speaker for conference? Or workshop in jan (last speaker in the series)

**Vice President, Internal:**
- Planning an internal fam event- nov 30th (last thurs of the term)
  - SUS family feud, bring snacks! Provide dinner.
  - Games!!

**Vice President, Communications:**
- Going well
- Marketing: social media material this week
  - Sales: going to train committee tmr and wed
  - Clearance sales, or giving things to conference/sci week
    - Some stuff doesn’t sell as well
- Like photos on instagram
- Digital Signage coordinator was not trained yet; hold off

**Vice President, Academic:**
- Survey results - upload on website? Not going to include comments
  - Just numbers
  - Send to webmaster and CC Miguel
- MHA: codified soon!!
  - MHA: SCI week collab with equity happening on thurs
    - Open discussion event to talk
- Conference: get Ann Makosinski to speak at event
- Nov 22nd: look out for event with careers
- Sci team: case comp - marketing collab
- Academic caucus meeting happened
  - Open education resources tour happening
    - Interviews with prof, will ask for SUS help
    - Why can't we use open educational resources?
  - Faculty concession review happening right now- meet with Associate Dean
  - Excellence fund: $$ for 1 time project
    - Where this money could go - to benefit ALL students
    (not just science)
  - General tuition increase: 2-3% increase for domestic, and 9% for internation- nothing much AMS can do
- Vice President, Student Life:
  ○ No updates
- Vice President, Finance:
  - Grants committee: first meeting
    - Reviewed grants, received 2 club ops grants
    - Deadline: nov 3rd, 11:59pm
  - Budget committee: first meeting as well
    - MHA, Community engagement and Creco
- Vice President, Administration:
  - Reminder that Execs have the power to ask for student ID when people that come into Ladha don't look like students
  - Clubs Commission: will be bringing in TWECS to SUS non departmental clubs, and also held a workshop this week about Finance for Club Ops grants questions
  - Attended AMS departmental clubs meeting- will update if anything else happens that affects us a lot
    - Currently a discussion between the major constituencies about possibly standardizing everything
- Science Student Senator:
  - Sitting on various UBC awards committees
  - New holistic approach to undergraduate admission has been approved
  - Ad-hoc referendum committee - will be creating the base structure and foundation so next year's team can pursue it if they think it's worth pursuing
  - Award application revamp! Will discuss at next week's exec comm
meeting to discuss questions and question breadth

VI. Executive Motions

VII. Discussion

VIII. Social Activity

IX. Adjournment

MOVED BY Julia, SECONDED BY Michelle.
“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 11:14PM.”

...MOTION Passes.

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Michelle Tse
Vice President, Administration
UBC Science Undergraduate Society